



COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY

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STEPHEN R. MAGUIN
Chief Engineer and General Manager

November 26, 2008

File: 31-150.13.10

Boards of Directors
County Sanitation Districts Nos. 27
and 35 of Los Angeles County

Directors:

The consolidated agenda includes the following items for the regular meetings of the Boards of Directors of the Districts meeting Tuesday, December 9, 2008.

1. Certificate of Presiding Officer/Chairperson Pro Tem. The new Chair and Chair Pro Tem of the Board of Supervisors automatically become the Chairperson and Chairperson Pro Tem of the Boards of Directors of these Sanitation Districts.

2. Approval of Minutes. Copies of the minutes have been provided to each of the Directors.

3. Approval of Departmental Invoices. A departmental invoice is an internal document that transfers each District's proportionate share of expenditures made by District No. 2, the administrative District, on behalf of the participating Districts in accordance with authority granted through joint agreements. During the month, charges are made to a clearing account which is administered by District No. 2 and then are distributed at month end according to said agreements.

4. Investment Policy. In accordance with the California Government Code the District annually reviews its investment policy and delegation of authority to the District Treasurer (Chief Engineer and General Manager) to invest and reinvest District funds or to sell or exchange securities. A copy of the District investment policy is attached and no changes are being recommended. The matter has been discussed with the Personnel Committee, comprised of the Chairperson of each District Board, which concurred with the recommendation.

Very truly yours,

Stephen R. Maguin

SRM:rza

Enclosures

cc: Dan Hyde
Alisa Katz
Susan Nissman
Paul Novak
Norm Hickling

Executive Office (8 copies, one for PRESS with minutes of 09/09/2008 meetings attached)

Notice and Agenda

REGULAR MEETING — BOARD OF DIRECTORS — COUNTY SANITATION DISTRICTS
NOS. 27 AND 35

To be held in the HEARING ROOM
OF THE BOARD OF SUPERVISORS
Kenneth Hahn Hall of Administration, Los Angeles, California

TUESDAY		December 9, 2008	At 9:30 A.M.
ANTONOVICH	MOLINA	KNABE (Chairperson)	RIDLEY-THOMAS YAROSLAVSKY

1. Recommendation: Receive and order filed certificate of the Presiding Officer of the Board of Supervisors and the action electing the Chairperson Pro Tem (both Districts).
2. Recommendation: Approve minutes of the regular meetings held September 9, 2008 (both Districts).
3. Recommendation: Approve departmental invoices as follows:

	<u>August 2008</u>	<u>September 2008</u>	<u>October 2008</u>
District No. 27 (3)	\$6,151.04	\$7,878.31	\$6,648.37
District No. 35 (5)	244.42	281.81	297.20

4. Recommendation: Approve the Investment Policy and renew delegation of authority to District Treasurer (both Districts)

Adjourn

DISTS. 27 AND 35

DECEMBER 9, 2008

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 08/31/08

To: County Sanitation District No. 27
(Org. Receiving Services)

Date Service Accrued: August 31, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: September 16, 2008

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 6,071.96
Joint Administration - Capital	20.30
Local - Capital	58.78

Total of all charges	<u>\$ 6,151.04</u>
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Recap 08

Document No. 57

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 08/31/08

To: County Sanitation District No. 35
(Org. Receiving Services)

Date Service Accrued: August 31, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: September 16, 2008

DESCRIPTION

District No. 35 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 223.99
Joint Administration - Capital	20.43

Total of all charges	<u>\$ 244.42</u>
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Recap 08

Document No. 63

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 9/30/08

To: County Sanitation District No. 27
(Org. Receiving Services)

Date Service Accrued: September 30, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: October 15, 2008

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 3,500.95
Joint Administration - Capital	22.81
Local - Capital	4,354.55

Total of all charges	<u>\$ 7,878.31</u>
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Recap 12

Document No. 96

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 9/30/08

To: County Sanitation District No. 35
(Org. Receiving Services)

Date Service Accrued: September 30, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: October 15, 2008

DESCRIPTION

District No. 35 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 258.84
Joint Administration - Capital	22.97

Total of all charges	<u>\$ 281.81</u>
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Recap 12

Document No. 102

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 10/31/08

To: County Sanitation District No. 27
(Org. Receiving Services)

Date Service Accrued: October 31, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: November 13, 2008

DESCRIPTION

District No. 27 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 5,000.31
Joint Administration - Capital	28.65
Local - Capital	1,619.41

Total of all charges	<u>\$ 6,648.37</u>
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Recap 16

Document No. 135

Date Board Approved: _____

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
DEPARTMENTAL INVOICE
FOR THE MONTH ENDED 10/31/08

To: County Sanitation District No. 35
(Org. Receiving Services)

Date Service Accrued: October 31, 2008

From: County Sanitation District No. 2
(Org. Providing Services)

Date Prepared: November 13, 2008

DESCRIPTION

District No. 35 share of expenditures made by District No. 2, the administrative District, in accordance with the authority granted through the approved annual budget and applicable Joint Powers Agreement:

DEBIT:

Operation & Maintenance	\$ 268.31
Joint Administration - Capital	28.89

Total of all charges	<u>\$ 297.20</u>
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Recap 16

Document No. 141

Date Board Approved: _____